

View results

Respondent

9 Debra Polak

11:40

Time to complete

We'd love your feedback.  
We have two questions for you.



1. Committee Name: \*

- Education Action Plan (EAP)
- Planning and Budgeting (PBC)
- President's Policy Advisory Council (PPAC)
- Facilities and Safety
- Outreach and Marketing
- Professional Development
- Staffing
- Student Learning Outcomes Team (SLOT)
- Technology
- Academic Senate
- Associated Students of Mendocino College
- Classified Senate
- Management Team
- Academic Review
- Curriculum
- FLEX
- Accreditation Steering
- Enrollment Management
- Equal Employment Opportunity (EEO)
- Guided Pathways Leadership Team
- Distance Education
- Professional Development Leave
- Health Benefits
- Tech Review
- Mendocino Coastal Field Station

2. Committee Chair: \*

Debra Polak	
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3. Background and Purpose: \*

Reference text: [https://www.mendocino.edu/sites/default/files/committee\\_handbook\\_2012\\_archived\\_0.pdf](https://www.mendocino.edu/sites/default/files/committee_handbook_2012_archived_0.pdf)

Committee responds to State directives on schedule prioritization and discusses general scheduling priorities in light of legislation, budgets, etc. The goal of the Mendocino College Enrollment Management Committee is to optimize course enrollments and Student Centered Funding Formula metrics related to enrollment. The committee coordinates and integrates scheduling and other efforts across the district to best meet student needs, eliminating barriers across all student populations. The committee works to maintain robust enrollments that represent the diversity of our community.

4. Typical Actions/Decisions: \*

Reference text: [https://www.mendocino.edu/sites/default/files/committee\\_handbook\\_2012\\_archived\\_0.pdf](https://www.mendocino.edu/sites/default/files/committee_handbook_2012_archived_0.pdf)

Develop guidelines for schedule development in Ukiah, the Lake, North County and Coast Centers, and Online

Use the framework of Guided Pathways and the Student Centered Funding Formula for schedule development

Apply an equity lens and consider Vision 2030 in schedule development and enrollment management

Provide a forum for faculty, administrators and staff to collaborate around scheduling decisions based on internal and external influences.

Research impacts of scheduling choices.

Explore opportunities to engage in training, project development, including funding opportunities to continuously improve scheduling practices and enrollment strategies

## Meeting Schedule

*Indicate meeting day(s), time and frequency*

5. Frequency of Meetings \*

- Weekly
- Bi-Weekly
- Monthly
- As Needed
- Other

6. Day of the Week: \*

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

7. Time of day: \*

- afternoon

### Committee Composition

8. Please indicate which groups are represented in your committee and the numbers of members for each group (select 0 if you do not have representation of a specific group in your committee)

	0	1	2	3	4	5	6
Faculty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Administrator	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Classified	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Part-Time Faculty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Students	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manager	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

9. Average Term lengths of Committee Members: \*

Select all that apply

- 1 year
- 2 years
- 3 years
- 4 years
- Nature of Position
- Other

10. Members Chosen by: \*

Select all that apply

- Constituent Appointment
- Position in Constituent Group
- Employment Position
- Resource Member
- Other

11. Experience Required for Membership: \*

- None
- Other

## Academic Year Membership

Please go to this site: <https://www.mendocino.edu/about/mlccd/institutional-research/committee-goals-and-descriptions>, click on the yellow link "**Committee Membership**", download the file and input member names. Then upload the file to this section.

### 12. Committee Membership 2025-2026 \*

**Upload Membership Template - After this, you will be prompted to submit your form. Please check the box "Send me an email of my responses" for your records.**

 [enrollment management committee membership 202 Debra Polak.xlsx](#)

